

18 December 1952

REPORT FOR THE WEEK OF 15 - 19 DECEMBER

To: The Deputy Director of Training (General)
From: Management Training Division

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1. Accomplishments

[REDACTED] the most likely prospect that I have come across to date for the GS-14 slot in the Executive, Administrative, and Supervisory Training Branch, came up from Knoxville for interviews here Tuesday and Wednesday. It is proposed to bring in [REDACTED] a GS-13 for the GS-14 slot. It is my understanding that [REDACTED] has approved the proposal to bring in [REDACTED] at GS-13. A Personnel Action will be initiated today.

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Attended the regular monthly luncheon meeting of the Washington Chapter of the American Society for Public Administration and the monthly luncheon of the Government Training Officers Conference. Attending the S I S lectures by [REDACTED] on Friday.

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2. Developing Plans

It is planned to have [REDACTED] conduct the Human Resources Program for four additional groups of supervisors in OCD, 13 January - 18 February.

We are in the process of scheduling Human Resources Program meetings in FDD, Med., and O&M for right after the first of the year. Meetings will also be planned for OSI for a later time.

Planning follow-up meetings for the four groups of supervisors, who have participated in the Human Resources Program to date, in OCD toward the end of January.

3.
4. No report.
5.

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Chief, Management Training Division

JOB NO. [REDACTED] BOX NO. [REDACTED] FLD NO. [REDACTED] DOC NO. [REDACTED] NO. CHANGED
IN CLASS/DECLASS/CLASS CHANGED TO [REDACTED] S C RET. JUST.
NEXT REV DATE [REDACTED] REVIEWER [REDACTED] TYPE DOC. [REDACTED]
NO. REV. [REDACTED] CREATION DATE [REDACTED] ORG COMP [REDACTED] OPI [REDACTED] ORG CLASS [REDACTED]
REV CLASS [REDACTED] REV COORD. [REDACTED] AUTH: HR 70-3